

Memorandum

To: All Staff
From: Kathleen A. Ferdinand, T.T.L.
Date: 11/5/04- Reissued 12/22/04
Subj: Consumer Valarie Young

As per my previous memorandum to you, as a result of an unexplained injury to the above consumer, effective immediately she is being placed on 15 minute checks.

This means that you are to record what Ms. Young is doing every 15 minutes in the log book which has been provided.

Thanks for your cooperation.

cc: Judy Beer, Q.A.
Gloria Hayes, RUS
Linda Anderson, D.A.II
Dahlia Gibson, D.A.I
Karen Robertson, D.A.I
Miranda Wallace, D.A.II
Lillian Thomas, D.A.II
Toni McNeil, D.A.I
Jacqueline Peters, D.A.II